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## **Research Scholarships for Female Early Career Researchers**

### **within the framework of the Free State of Bavaria's "Programme to Realise Equal Opportunities for Women in Research and Teaching"**

#### **Call for Applications and Funding Guidelines 2021**

To promote equal opportunities for women in research and teaching, the "Bayerisches Staatsministerium für Wissenschaft und Kunst" (Bavarian State Ministry of Science and Art) is expected to offer financial support for the "Programme to Realise Equal Opportunities for Women in Research and Teaching" in 2021. The aim of this grant is to promote highly qualified early career women researchers in their path to professorship by providing financial support for covering the researcher's living expenses. The "Landeskonferenz der Frauen- und Gleichstellungsbeauftragten an Bayerischen Hochschulen" determines the amount of the grant as well as the underlying funding guidelines.

Once a year, the University of Regensburg (UR) – under the overall control of the university women's representative – awards scholarships to eligible candidates and, thereby, allocates the full amount of funds received for funding purposes (2020: almost 200,000 euros).

Eligible researchers can apply for the following scholarships which are subject to fund allocation by the ministry and to budgetary approval for the year 2021.

- **Scholarships for completing a doctorate**
- **Postdoc scholarships**
- **Habilitation scholarships**
- **Post-habilitation scholarships**

#### **The first call for application and round of awarding:**

**Application deadline: 15 January 2021**

**Start of scholarship: between 1 April 2021 and 31 March 2022.**

A second call for application and a subsequent awarding round may take place if funds are still available after the first allocation procedure. This will also be possible if already awarded scholarships are returned. In such cases, deadlines and additional information will be announced on the website [www.ur.de/chancengleichheit](http://www.ur.de/chancengleichheit) and in the newsletter of the "Koordinationsstelle Chancengleichheit & Diversity" (Coordination Centre for Equal Opportunities and Diversity).

## **1. Types of Scholarships and Requirements**

### **1.1 Scholarships for Completing a Doctorate**

- Only for the final phase of the doctorate at the UR
- Requirements:
  - Above-average academic achievements (studies and doctoral phase)

- A detailed justification why the previous funding cannot continue until the completion of the doctorate
- The entire duration of the doctoral phase, including the duration of funding which you now apply for, will not exceed four years
- Amount of funding: 1,200 euros per month
- Duration of funding: for a maximum period of one year; payments will end in the month in which the thesis is defended. An extension is not possible.

## 1.2 Postdoc Scholarship

- For research projects concerning the period between the completion of the doctorate and the admission to a *habilitation*. The scholarship intends to enable the candidates to successfully qualify for the admission to a *habilitation*, completing research papers or publications, or to apply for funding of the following *habilitation* phase.
- Requirements:
  - Postdoc project at a chair or an institute of the UR
  - The completion of the doctorate with very good results (at least “magna cum laude”)
  - Generally, the duration of the doctoral phase did not exceed four years
- Amount of funding: 2,200 euros per month
- Duration of funding: for a maximum period of one year

## 1.3 Habilitation Scholarship

- Promotion of the initial or completion phase of a *habilitation* at the UR
- Requirement: admission as a *habilitation* candidate at the UR
- Amount of funding: 2,600 euros per month
- Duration of funding: for a maximum period of one year; payments will end with the completion of the *habilitation* procedure.

## 1.4 Post-habilitation Scholarship

- Before the application, the individual situation and the candidate’s career perspectives must be discussed with the university women’s representative.
- Amount of funding: 3,000 euros per month

## 2. Process of Application and Awarding

### 2.1 Application Documents

**Every applicant needs to send the following documents:**

- The application form
- A curriculum vitae in tabular form
- A project description (subject, task and objective, research methods, preliminary work, work schedule and time plan for the applied funding period) as well as the position of the scholarship in the overall career plan (maximum five pages)
- A publication list
- Copies of every university certificate you received
- If applicable, a copy of your children’s birth certificate(s)
- An assessment by the supervisor (doctorate), by the person who admits the postdoc project to her or his chair or by a mentor in the field of the *habilitation* procedure. This assessment has to be sent directly to the respective women’s representative and to the “Koordinationsstelle Chancengleichheit & Diversity” (please find the relevant contact details below).

**Additional documents required for *habilitation* scholarships:**

- An additional assessment by a university lecturer
- A confirmation issued by the faculty on the admission as a *habilitation* candidate
- A copy of the *habilitation* agreement
- A copy of the doctoral certificate
- If you are applying for the funding of the initial phase of the *habilitation*, please include specific evidence on how you plan to finance later stages of your qualification process as a researcher.

**Additional documents required for postdoc scholarships**

- A copy of the doctoral certificate<sup>1</sup>
- Comprehensible information on how you plan to fund the rest of the postdoc phase

**Additional documents required for scholarships for completing a doctorate**

- A confirmation issued by the faculty on the admission as a doctoral candidate
- If applicable, a confirmation on the participation in a structured doctoral studies course or doctoral research groups

**Documents which have to be presented to the respective women's representative and the "Koordinationsstelle Chancengleichheit & Diversity" by the supervisor of the research project (doctorate), the person who admits the candidate to his or her chair (postdoc projects) or a mentor of the university in the habilitation procedure:**

- An assessment on the research project and the position of the scholarship in regard to the applicant's overall career plan.  
In the case of completion scholarships for the final phase of the doctorate, the supervisor needs to explain why the previous funding cannot be continued.  
The assessment for scholarships funding the initial postdoctoral and *habilitation* phase should contain a plausible plan on the follow-up funding of the research project.  
If the research project is a cross-faculty project, the assessment needs to entail an assignment of the project to one faculty.  
In accordance with article 2 paragraph 3 BayHSchPG, the assessment must be written by an university lecturer ("*Hochschullehrer oder -lehrerin*").

**Document which needs to be submitted by the women's representative to the "Koordinationsstelle Chancengleichheit & Diversity":**

- The decision of the faculty's committee which selects the applications worthy of funding and a justified ranking of the applicants if more than one application was received.

## 2.2 Application Procedure

- We highly recommend consulting with the "Koordinationsstelle Chancengleichheit & Diversity" (contact information below) and with the respective women's representative before sending an application.
- In your CV, please explain circumstances which have interfered with your research productivity, so your scientific achievements can be assessed appropriately.  
Accordingly, please inform the committee responsible for the awarding if you had difficulties working continuously because of childcare obligations, the impact of the coronavirus pandemic, provable care work in the family, or because of a long and serious disease or a disability.

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<sup>1</sup> An application for a postdoc scholarship is only possible if you have received the doctoral certificate before the deadline of this call for application.

- **The Application deadline is 15 January 2021.** The complete application must be addressed to the university women's representative and has to be submitted by the due date electronically (as one single pdf file) via e-mail or GigaMove to the respective faculty women's representative and to the "Koordinationsstelle Chancengleichheit & Diversity" [chancengleichheit@ur.de](mailto:chancengleichheit@ur.de). Late or incomplete applications cannot be considered.
- The assessment's author should send the assessment directly to the faculty women's representative and to the "Koordinationsstelle Chancengleichheit & Diversity" (in electronic form).
- The application, all the documents, as well as the assessments can also be submitted in English. If certificates are not in English or German, it is necessary to include a certified translation into one of those two languages.
- By 12 February 2021, after the assessment by the faculty's committee, the women's representatives are going to forward the justified ranking of the candidates to the "Koordinationsstelle Chancengleichheit und Diversity".
- After this, the central awarding committee forms its decision on the applications; afterwards, the applicants will be informed about the decision.
- The legally binding official notification of funding is issued on behalf of the university's management by the Unit II/7 of the UR administration.

## **2.3 Selection Process**

### **2.3.1 Eligibility Criteria**

The scientific achievements of the female early career researcher and, accordingly, her ability to successfully pursue the pathway to professorship are of the utmost importance. Since the Bavarian state government intends to realise equal opportunities for women in research and teaching, in particular in STEM subjects, applicants of faculties and career paths in which the proportion of women is below average will be given preference in the central selection process.

### **2.3.2 Faculty Awarding Committee**

Since 2012, the faculties have been decisively involved in the selection process to assess qualifications in the respective field. In this context, the members of the faculty awarding committee headed by the faculty women's representative cast their vote on the quality of the applications. Apart from the faculty women's representative, the awarding committee usually consists of the dean, the dean of research and, if necessary, further specialists in the field.

If there are several applications in the field of one faculty, all the scholarship applications will be ranked, that is to say that there will not be a separate list for each type of scholarship. The ranking of the faculty is to be justified briefly.

### **2.3.3 Central Awarding Committee**

As funds are limited, it is necessary to further select between the candidates which were seeded to the top of the ranks by the faculties. This choice is made by a central committee which consists of the university women's representative, her deputies and the vice president for research and promotion of young researchers. The central awarding committee may form a waiting list of applicants, who may receive funding if the amount of funds is higher than previously expected.

### **3 General Information and Funding Guidelines**

#### **3.1 Funding Period**

Each year, the allocation of means usually takes place between March and May. Consequently, funding will begin on 1 April at the earliest; although candidates will receive a non-binding promise on funding as soon as possible, the notification can also take place after 1 April. Applicants for postdoc- and *habilitation* scholarships, in particular, should take this into account during their planning stage.

Funding always begins on the first or 15<sup>th</sup> of a given month. Only in duly substantiated exceptional cases should the funding period begin as late as 2022.

#### **3.2 Childcare Benefits**

For children under the age of 12 additional childcare benefits may be paid upon request. The monthly amount for one child is 200 euros, for each additional child 100 euros will be granted. A copy of the birth certificate of each child must be provided with the informal request. This additional financial aid cannot be granted retroactively and begins at the earliest in the month of request.

#### **3.3 Employment and Teaching**

It is expected that the female early career researchers receiving the grants work full-time on their research projects. Simultaneously, the faculty has to guarantee a close institutional connection (especially as far as scholarships for postdocs or *habilitation* candidates are concerned), which can be achieved by teaching activities.

- a) Completion scholarships for doctoral candidates: scholarship holders can be involved in a regular employment which must not exceed 40 hours per month. In general, more than these working hours in teaching or regular employment are not allowed. After the awarding of the scholarship, the holder must submit a declaration upon this matter.
- b) Postdoc and *habilitation* scholarships: holders of postdoc or *habilitation* scholarships are generally obliged to two hours of teaching per week during each semester. An additional two hours per week are feasible. A declaration on this matter has to be submitted in the course of the scholarship. Additional employment is not allowed.

#### **3.3 Receiving of Additional Scholarships and Social Security Benefits**

In general, scholarship holders cannot receive another scholarship. Furthermore, it is not possible to receive a scholarship and unemployment benefits at the same time. The receiving of parental benefits needs to be indicated which can lead to an exclusion of scholarship eligibility.

#### **3.4 Subsequent Applications, „Reallocation of Funding“, Extension**

Subsequent applications for postdoc or *habilitation* scholarships can only be considered in exceptional cases, and their consideration depends on the allocation of means by the ministry; the necessity of this subsequent funding has to be duly justified.

A reallocation of a scholarship already awarded into a subsequent scholarship because of the scholarship holder's changed academic situation (for example, change from doctoral completion scholarship to postdoc or *habilitation* scholarship) is not possible, except under exceptional circumstances and for duly justified reasons.

Funding can only be granted for the duration of the requested period. An extension of funding is not possible.

#### **3.5 Maternity Leave**

Subject to funds provided by the ministry, the scholarship shall be extended by the period of statutory maternity leave if it overlaps with the regular funding period. An informal written request with a copy of a medical certificate must be presented.

### **3.6 Part-time Scholarships**

In duly justified exceptional cases, part-time scholarships which comprise half of the regular funding may be granted upon request. Researchers with children under the age of two may be eligible for a part-time scholarship with reduced payments if evidence of childcare obligations or part-time work of the other parent can be provided. This, in turn, does not extend the maximum funding periods. After six months of funding, the part-time scholarship holder has to report to the university women's representative on her progress.

### **3.7 Interrupting the Scholarship Period**

Upon written request, the scholarship can be interrupted for a maximum period of six months. Payments will be suspended at the beginning of the interruption.

### **3.8 Stays Abroad During the Scholarship Period**

During the funding period, temporary stays abroad for research purposes are possible. During these research stays the scholarship holders are eligible to receive payments. However, additional benefits (e.g. travel costs, accommodation expenses, etc.) cannot be granted. The "Koordinationsstelle Chancengleichheit & Diversity" has to be informed about the stay abroad.

### **3.9 Social Security**

The scholarships do not establish an employment relationship. The payments are not subject to social insurance contributions as they are not a remuneration. Consequently, the scholarship does not include any social security or health insurance contributions. The scholarship holders themselves are responsible for their own health insurance coverage and must cover other risks (e.g. old age, unemployment) privately.

### **3.10 Applicants with Foreign Nationality**

In order to be eligible, applicants with a foreign citizenship need to have their main place of residence in the Federal Republic of Germany at the time of application. Applicants who already receive funding by their home country for their stay in Germany are not eligible.

### **3.11 Notification Obligation**

The scholarship recipient must immediately notify the "Koordinationsstelle Chancengleichheit & Diversity" and the Unit II/7 of any change which might influence their entitlement to the scholarship.

### **3.12 Final Report/Report on Expenditure of Funds**

No later than eight weeks after the end of funding, every scholarship holder must provide a report on the expenditure of funds on her own initiative. Depending on the type of scholarship, this entails:

a) Completion scholarships of dissertation or *habilitation*:

a copy of the doctoral certificate or the *habilitation* certificate

If the process of dissertation or *habilitation* is not completed at the end of the funding period, but the completion is in the foreseeable future, a message via e-mail at [chancengleichheit@ur.de](mailto:chancengleichheit@ur.de) on the date of completion is sufficient. A copy of the respective certificate is to be submitted unsolicited as soon as the scholarship holder receives it.

If the scholarship recipient cannot complete her research project as intended until the end of the funding period, she has to present a statement (maximum two pages) in which she states the reasons for the delay and describes the planned continuation of the project. The report should comprise the whole funding period. A copy of the certificate is to be presented unsolicited after the completion of the degree.

- b) Scholarships for the initial phase of postdoc and *habilitation*:  
A final report on the whole funding period and a statement on further plans (maximum two pages). A copy of the admission as a *habilitation* candidate or the *habilitation* certificate needs to be presented after admission or completion.

### **3.13 Evaluation**

For evaluation purposes, the scholarship recipients are encouraged to inform the "Koordinationsstelle" about essential and successful steps on the pathway to professorship or to leadership positions even if they have already reached the end of funding or have already submitted the final report (e.g. completion of *habilitation*, acceptance of a chair).

### **3.14 Privacy**

Please consult the leaflet on privacy at [www.go.ur.de/chf-datenschutz](http://www.go.ur.de/chf-datenschutz) for detailed information on data protection concerning this grant.

If you have further questions on this programme, please contact:

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